TITLE V OPERATING PERMIT APPLICATION COMPLETENESS CHECKLIST

State of Alaska Department of Environmental Conservation Air Quality Maintenance Section

Application: Applicant:	Date of Submittal: Date Received:			
Reviewed by:				
Based on infe	ormation supplied			
THIS APPLICA	TION IS DEEMED:			
COMPLETE	INCOMPLETE			

40 CFR 71.5(c) Standard Application Form and Required Information

► 71.5(c)(1) Identifying Information

► 71.5(c)(2) Description of Source's processes

Comp	Incomp	N/A		
			Co	ompany name and address included?
			Pla	ant name and address if different from the company included?
			O	wner's name and agent included?
			Na	ames of plant site manager/contact person included?
			Te	elephone number of plant site manager/contact person included?
			[S	escription of the source's processes and products (by SIC Code). SIC codes included? IC lookup and DOC/ED listed SIC internet links below, or phone 269-8140]
		v		up and DOC/ED listed SIC - http://www.osha.gov/oshstats/sicser.html
				Alternate scenario of operation included? [Only modes that change the requirements that are applicable to the facility need to be included.]
-	71.5(c	2)(3)	Emis	ssions-Related Information
Comp	Incomp	N/A		
			(i)	All emissions of pollutants for which the source is major, and all emissions of regulated air pollutants included? A permit application shall describe all emissions of regulated air pollutants emitted from any emissions unit, except where such units are exempted under this paragraph (c). The permitting authority shall require additional information related to the emissions of air pollutants sufficient to verify which requirements are applicable to the source, and other information necessary to collect any permit fees owed under the fee schedule established pursuant to Sec. 71.9(b).
			(ii)	Identification and description of all points of emissions described in paragraph (c)(3)(i) of this section in sufficient detail to establish the basis for fees and applicability of requirements of the Act included?
			(iii)	Emissions rates in tpy and in such terms as are necessary to establish compliance consistent with the applicable standard reference test method included?
			(iv)	The following information to the extent it is needed to determine or regulate emissions: fuels fuel use, raw materials, production rates, and operating schedules included?
			(v)	Identification and description of air pollution control equipment and compliance monitoring devices or activities included?
			(vi)	Limitations on source operation affecting emissions included?
			(vii)	Other information required by any applicable requirement (including information related to stack height limitations developed pursuant to section 123 of the Act)?
\boxtimes			(viii)	Calculations on which the information in paragraphs (c)(3)(i) through (vii) of this section is based?

	► 71.5(c)(4)Air Pollution Control Requirements:				
Yes	No	N/A			
			(i)	Citation and description of all applicable requirements; and	
			(ii)	Description of or reference to any applicable test method for determining compliance with each applicable requirement included?	
Com	ments:				
	71.5(c	2)(5)	Oth	er specific information	
Comp	Incomp	N/A			
				that may be necessary to implement and enforce other applicable requirements of the Act or of this part or to determine the applicability of such requirements included?	
Com	nments:				
-	71.5(c	2)(6)	Exe	mptions	
Comp	Incomp	N/A			
				An explanation of any proposed exemptions from otherwise applicable requirements included?	
	71.5(0	(7)	Add	litional Information	
Comp	Incomp	N/A			
				Additional information as determined to be necessary by the permitting authority to define alternative operating scenarios identified by the source pursuant to Sec. 71.6(a)(9) or to define permit terms and conditions implementing Sec 71.6(a)(10) or Sec. 71.6(a)(13) included?	
Com	ments:				
H	71.5(c	2)(8)	Cor	mpliance Plan	
				A compliance plan for all part 71 sources that contains all the following:	
Comp	Incomp	N/A			
			(i)	A description of the compliance status of the source with respect to all applicable requirements included?	
			(ii)	A description as follows:	
			(A)	For applicable requirements with which the source is in compliance, is a statement that the source will continue to comply with such requirements included?	
			(B)	For applicable requirements that will become effective during the permit term, is a statement that the source will meet such requirements on a timely basis included?	
			(C)	For requirements for which the source is not in compliance at the time of permit issuance, is a narrative description of how the source will achieve compliance with such requirements included?	
Com	ments:				

			(iii)	Is a compliance schedule as follows included?
				(A) For applicable requirements with which the source is in compliance, a statement that the source will continue to comply with such requirements.
				(B) For applicable requirements that will become effective during the permit term, a statement that the source will meet such requirements on a timely basis. A statement that the source will meet in a timely manner applicable requirements that become effective during the permit term shall satisfy this provision, unless a more detailed schedule is expressly required by the applicable requirement.
				(C) A schedule of compliance for sources that are not in compliance with all applicable requirements at the time of permit issuance. Such a schedule shall include a schedule of remedial measures, including an enforceable sequence of actions with milestone, leading to compliance with any applicable requirements for which the source will be in noncompliance at the time of permit issuance. This compliance schedule shall resemble and be at least as stringent as that contained in any judicial consent decree or administrative order to which the source is subject. Any such schedule of compliance shall be supplemental to, and shall not sanction noncompliance with, the applicable requirements on which it is based.
			(iv)	Is a schedule for submission of certified progress reports no less frequently than every 6 months for sources required to have a schedule of compliance to remedy a violation included?
			(v)	The compliance plan content requirements specified in this paragraph shall apply and be included in the acid rain portion of a compliance plan for an affected source, except as specifically superseded by regulations promulgated under parts 72 through 78 of this chapter with regard to the schedule and method(s) the source will use to achieve compliance with the acid rain emissions limitations.
	71.5(c)	(9)	Con	npliance Certification
Comp	Incomp	N/A		
			(i)	Is a certification of compliance with all applicable requirements by a responsible official consistent with paragraph (d) of this section and section 114(a)(3) of the Act included?
			(ii)	Is a statement of methods used for determining compliance, including a description of monitoring, recordkeeping, and reporting requirements and test methods included?
			(iii)	Is a schedule for submission of compliance certifications during the permit term, to be submitted no less frequently than annually, or more frequently if specified by the underlying applicable requirement or by the permitting authority? and
			(iv)	Is a statement indicating the source's compliance status with any applicable enhanced monitoring and compliance certification requirements of the Act included?
Comi	ments:		(iv)	
		(10)		monitoring and compliance certification requirements of the Act included?
)(10)		
I	71.5(c)			monitoring and compliance certification requirements of the Act included?

	★ 18 AAC 50.326(c) and AS 40.14.150 Timely Application				
Comp	Incomp	N/A			
			(a)	The owner and operator of a stationery source required to have an operating permit under this chapter shall submit the required application and other information required by the department by regulation no later than 12 months after the date on which the stationary source becomes subject to AS 46.12.120. Is the application timely?	
			(b)	The department may accept and begin processing applications filed earlier than the submission date. Applications filed earlier may be given priority for permit issuance. Filed early?	
	18 AA	C 50	0.326	6(c) and 18 AAC 50.400-18 AAC 50.430 Fees	
Comp	Incomp	N/A			
				Correct retainer fee submitted with application?	
Com	ments:				
-	18 AA	C 50	0.326	6(c) and AS 46.14.520 Confidentiality of Information	
Comp	Incomp	N/A			
				Has the Permittee requested confidentiality? Records, report, and information, and parts of records, reports, and information, other than emission data, in the department's possession or control are considered confidential records and shall be kept confidential and in separate files if the owner and operator have certified under oath to the department or authorized local program that	
				 public disclosure would tend to affect adversely the owner's and operator's competitive position; and 	
				(2) the records, reports or information, or parts of the records, reports, or information, would divulge production figures, sales figures, processes, production techniques, or financial data of the owner and operator that are entitled to protection as trade secrets under AS 45.50.910 – 45.50-945. Except as provided in AS 46.14.520, permits, permit application, emissions and monitoring reports compliance reports, certifications, and monitoring, reporting, and qualify assurance plans in the department's possession or control are available to the public for inspection and copying.	
	18 AA	.C 50	0.326	o(c) and 18 AAC 50.205. Certification	
Comp	Incomp	N/A			
			(a)	Does the application include the following statement? Any permit application, report affirmation, or compliance certification required by the department under a permit program established under AS 46.14 or this chapter must include the signature of a responsible official for the permitted stationary source following the statement: "Based on information and belief formed after reasonable inquiry, I certify that the statements and information in and attached to this document are true, accurate, and complete."	

			(b)	The department may accept an electronic signature on an electronic application or other electronic record required by the department under a permit program established under AS 46.14 or this chapter if
				(1) a certifying authority reregistered under AS 09.25.510 verifies that the electronic signature I authentic; and
				(2) the person providing the electronic signature has made an agreement, with the certifying authority described in (1) of this subsection, that the person accepts or agrees to be bound by an electronic record executed or adopted with t hat signature.
Com	ments:			
H	18 AA	AC 5	0.32	6(d) Insignificant emission units
Comp	Incomp	N/A		
			(1)	All sources listed as insignificant must not be subject to: (A) a federal requirement adopted by reference in 18 AAC 50.040(a) - (d); (B) a source-specific requirement established under an ambient air quality investigation [18 AAC 50.201], a construction permit, or an operating permit issued before January 18, 1997; (C) a stationary source-specific or emission unit-specific emission limitation.
Com	ments:			
			(2)	Does the application list all requirements of 18 AAC 50.040(e) [40 C.F.R. 52.70 - 40 C.F.R. 52.96]; 18 AAC 50.050-075 [incinerators, municipal landfills, industrial processes and fuel-burning equipment; pulp mills, open burning, marine vessels and wood-fired heating device standards; and Volatile liquid storage tank emission standards and Volatile liquid loading rack and delivery tank requirements [18 AAC 50.085 - 18 AAC 50.090] that apply to insignificant sources at the facility?
Comm	nents:			
			(3)	Does the application lists all emission units at the stationary source that are identified as insignificant on an emission rate basis [18 AAC 50.326(e) or a size or production rate basis [18 AAC 50.325(g)]; sufficient documentation has been provided to determine whether a source has been appropriately listed as insignificant [check facility operating reports]?
Comments:				
			(4)	Has all information been provided to evaluate the fee required under 18 AAC 50.410?
				(a) application includes compliance certification based on reasonable inquiry for insignificant emission units; a compliance certification made during the permit term according to the schedule proposed to satisfy 40 CFR 71.5(c)(9) must include insignificant emission units.
				(6) the applicant proposes conditions for monitoring, record keeping, and reporting if the conditions are necessary to assure compliance with requirements identified in (2) of this subsection.
Comm	nents:			

	18 A	AC 50.3	326(e) Insignificant emission units: Emission Rate Basis
Comp	Incomp	NA	
			If requested by the department, applicant has demonstrated that <i>actual</i> emissions of listed insignificant sources are less than the specified rate [for example, a source is listed as "standby" or "emergency," but no operational limit is proposed].
Com	ments:		
I	18 AA	C 50.3	26(f) Insignificant emission unit: Category Basis
NOT	A COM	PLETENI	ESS ITEM
F	18 AA	C 50.3	26(g) Insignificant emission unit: Size or Production Rate Basis
Comp	Incomp	N/A	
			Has Applicant has demonstrated that actual emissions of listed insignificant sources are less than the specified rates shown in 18 AAC 50.326(e) [a "combustion source" listed in 18 AAC 50.326 (g)(5) - (9) does not include diesel-fired electric generators; gasoline has a true vapor pressure greater than 80 mm Hg and gasoline storage tanks are not insignificant sources under $18 \text{ AAC} 50.326(g)(3)$]?
Comr	ments:		
-	18 A	AC 50.3	326(h) Insignificant Sources: Case-by-Case Basis
Comp	Incomp	N/A	
			The department has exercised its discretion in this case to determine that NPDES permitted ponds and lagoons, or small coffee roasters at this facility are insignificant sources.
F	18 A A	AC 50.	326(i) Administratively Insignificant emission units
Comp	Incomp	N/A	
			Emissions from 1) the propulsion of mobile sources, 2) general vehicle maintenance (including vehicle exhaust), and 3) agricultural activities are considered Administratively Insignificant [Fugitive dust generated from operation of mobile sources or agricultural activities shall <u>not</u> be listed as insignificant]
Com	ments:		